

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: January 15, 2019	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
	<input type="checkbox"/>	Ordinance	<input type="checkbox"/>	Public Hearing

Department  
Submitted By: Community Services  
Submitted For: Community Action Program

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to:

**A) ratify** the signature of the Mayor on Modification No. 4 to the Florida Department of Economic Opportunity Federal Fiscal Year (FFY) 2017 Low-Income Home Energy Assistance Program (LIHEAP) Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 (R2017-0996) with the State of Florida Department of Economic Opportunity, for the period April 1, 2017, through September 30, 2020, to increase the funding by \$1,298,143 for a new total amount not to exceed \$7,643,949, to provide energy payment assistance to approximately 13,000 unduplicated low-income households residing in Palm Beach County; and

**B) approve** a Budget Amendment of \$1,298,143 in the LIHEAP fund to align the budget to the actual grant award.


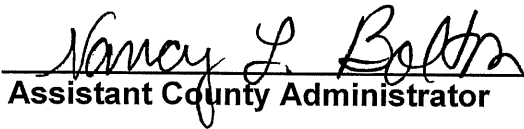
**Summary:** Modification No. 4 to the FFY 2017 LIHEAP Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 enables the Community Action Program (CAP) to provide assistance to approximately 13,000 unduplicated low-income households over the grant period with energy bills and crisis assistance to prevent service disconnection and to restore utility services. The emergency signature process was utilized because there was not sufficient time to submit the subgrant agreement through the regular BCC agenda process. **No County funds are required.** (Community Action Program) Countywide (HH)

**Background and Justification:** The LIHEAP Program has been administered by CAP since 1992. The FFY 2017 subgrant agreement will continue to ensure that assistance is provided to low-income families to prevent energy service disconnection.

**Attachments:**

- 1. Modification No. 4 to FFY 2017 LIHEAP Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 with Walkthrough Memo
- 2. Budget Amendment

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Recommended By:	<u></u>	<u>1/4/19</u>
	Department Director	Date
Approved By:	<u></u>	<u>1/10/19</u>
	Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	1,298,143				
External Revenue	(1,298,143)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					

No. ADDITIONAL FTE POSITIONS (Cumulative)	0				
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Is Item Included In Current Budget? Yes \_\_\_\_\_ No   X    
Does this item include the use of federal funds? Yes   X   No \_\_\_\_\_

Budget Account No.:  
Fund 1009 Dept 145 Unit 1462 Object Var. Program Code Var. Program Period Var.

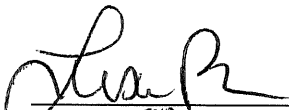
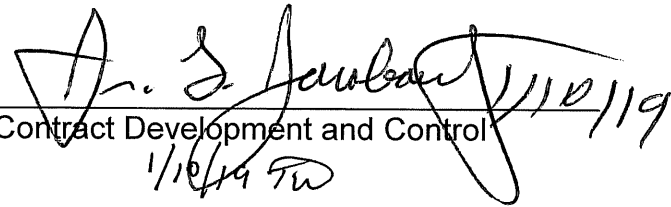
B. Recommended Sources of Funds/Summary of Fiscal Impact:

US Department of Health and Human Services, through the Florida Department of Economic Opportunity

C. Departmental Fiscal Review:   
Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

 1/11/19  1/10/19  
OFMB 1/17 Contract Development and Control 1/10/19 TW

B. Legal Sufficiency:

  
Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment.



## MEMORANDUM

## Community Services Department

810 Datura Street  
West Palm Beach, FL 33401  
(561) 355-4700  
FAX: (561) 355-3863  
[www.pbcgov.com](http://www.pbcgov.com)



**Palm Beach County  
Board of County  
Commissioners**

Melissa McKinlay, Mayor  
Mack Bernard, Vice Mayor  
  
Hal R. Valeche  
Paulette Burdick  
Dave Kerner  
Steven L. Abrams  
Mary Lou Berger

## County Administrator

Verdenia C. Baker



"An Equal Opportunity  
Affirmative Action Employer"

**TO:** Melissa McKinlay, Mayor  
Board of County Commissioners

**THRU:** Verdenia C. Baker, County Administrator  
Board of County Commissioners

**THRU:** Nancy L. Bolton, Assistant County Administrator  
Board of County Commissioners

**FROM:** James Green, Director  
Community Services Department

**DATE:** October 26, 2018

**RE:** Modification No. 4 to FFY 2017 Low-Income Home Energy Assistance Program Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023

Pursuant to Section 309 of the Administrative Code, your signature is needed for the approval of Modification No. 4 to the FFY 2017 Low-Income Home Energy Assistance Program (LIHEAP) Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 (R2017-0996) with the Florida Department of Economic Opportunity (DEO), for the period April 1, 2017, through September 30, 2020. Modification No. 4 increases the grant agreement amount by \$1,298,143, for a new total amount not to exceed \$7,643,949. The total budget for April 1, 2018, through March 31, 2019 is \$4,551,147. These funds must be expended by March 31, 2019. The funds will be used to provide energy payment assistance to over 7,000 low-income clients residing in Palm Beach County. No County match funds are required

The DEO sent instructions to return the modification as soon as possible. The emergency signature process is being utilized because there is not sufficient time to submit this item through the regular BCC agenda process. Staff will submit this item at the next available BCC meeting.

If additional information is needed, please contact Natalie Diaz Rodriguez at (561)355-4208.

Approved by:

*Verdenia C. Baker*  
OFMB

*Nancy L. Bolton*  
Assistant County Administrator

*Helene C. Hvizd*  
Helene Hvizd

Assistant County Attorney

Attachments: Modification No. 4 Subgrant Agreement No. 17EA-0F-60-01-023

**MODIFICATION NUMBER FOUR OF AGREEMENT BETWEEN THE  
FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY  
FFY 2017 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) AND  
PALM BEACH COUNTY, FLORIDA**

CFDA Number: 93.568

Agreement Number: 17EA-OF-10-60-01-023

**FEDERALLY FUNDED SUBGRANT AGREEMENT**

THIS MODIFICATION Number Four is entered into between the State of Florida, Department of Economic Opportunity, with headquarters in Tallahassee, Florida, hereinafter referred to as "DEO," and Palm Beach County, Florida, hereinafter referred to as "Subrecipient" (each individually a "Party" and collectively "the Parties").

WHEREAS, Paragraph (4)(b) of the Agreement provides that "[m]odifications to this Agreement must be in writing, on DEO-approved forms, as applicable, and duly signed by the Parties"; and

WHEREAS, DEO and Subrecipient have entered into Agreement Number 17EA-OF-10-60-01-023, as previously amended, in which DEO awarded Subrecipient **Six Million Three Hundred Forty Five Thousand Eight Hundred Six Dollars and Zero Cents (\$6,345,806.00)** in Low-Income Home Energy Assistance Program (LIHEAP) funds ("the Agreement"); and

WHEREAS, LIHEAP Federal Fiscal Year 2018 funds are available to increase the amount of funding granted to Subrecipient; and

NOW, THEREFORE, in consideration of the mutual promises of the Parties contained herein, the Parties agree as follows:

1. Subparagraph (18)(a), FUNDING/CONSIDERATION, is hereby deleted in its entirety and replaced with the following:

"(a) This is a cost-reimbursement agreement. DEO awards Subrecipient **Seven Million Six Hundred Forty Three Thousand Nine Hundred Forty Nine Dollars and Zero Cents (\$7,643,949.00)**, subject to the terms and conditions of this Agreement, availability of funds and appropriate budget authority; however, Subrecipient may incur costs and submit for reimbursement only up to the Total (Revised) Funds Released dollar amount listed in Subrecipient's most recently DEO-issued Notice of Fund Availability (NFA). Each such NFA, and any attachments thereto, duly issued to Subrecipient by DEO, including, but not limited to its special terms, conditions, and instructions, is incorporated into the Agreement by reference."

2. To the extent there is any conflict between the provisions of this Modification, including any attachments and exhibits thereto, and the provisions of the Agreement, including any attachments and exhibits thereto, the provisions of this Modification shall supersede and control.
3. All provisions of the Agreement, including Modifications One, Two and Three, and any attachments or exhibits thereto, not amended by or in conflict with this Modification, remain in full force and effect.

STATE OF FLORIDA  
DEPARTMENT OF ECONOMIC OPPORTUNITY  
FEDERALLY FUNDED SUBGRANT AGREEMENT  
SIGNATURE PAGE

IN WITNESS WHEREOF, by signature below, the Parties agree to abide by the terms, conditions, and provisions of the Agreement, as modified. This Modification shall be effective on the date last executed by the Parties.

SUBRECIPIENT  
PALM BEACH COUNTY, FLORIDA

By: Melissa McKinlay  
(Signature)

Melissa McKinlay, Mayor  
(Print/Type Name and Title Here)

Date: 11/23/18

59-6000785  
Federal Identification Number

078470481  
DUNS Number

17EA-OF-10-60-01-023  
Agreement Number

Approved As to Form  
And Legal Sufficiency

By: Helene C. Stroud  
Senior County Attorney

Attest: Sharon R. Bock  
Clerk and Comptroller

By: \_\_\_\_\_  
Deputy Clerk

STATE OF FLORIDA  
DEPARTMENT OF ECONOMIC OPPORTUNITY

By: \_\_\_\_\_

Debbie Smiley, Chief  
Bureau of Economic Self-Sufficiency

Date: \_\_\_\_\_

Approved as to form and legal  
sufficiency, subject only to full and  
proper execution by the Parties.

Office of the General Counsel  
Department of Economic Opportunity

By: \_\_\_\_\_

Approved Date: \_\_\_\_\_

Approved As To Terms  
And Conditions

By: James E. Hurst  
Department Director

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

BGEX - 145 -11271800000000000382  
BGRV - 145 -11271800000000000091

FUND (1009) - LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<b>REVENUE</b>								
145 1462 3168	Fed Grant Indirect - Human Services	2,968,638	2,968,638	1,298,143	0	4,266,781		
	<b>Total Revenue</b>	<b>2,981,623</b>	<b>2,981,623</b>	<b>1,298,143</b>	<b>0</b>	<b>4,279,766</b>		
<b>EXPENDITURE</b>								
145 1462 8301	Contributions for Individuals	2,170,215	2,170,215	1,298,143	0	3,468,358	434,858	3,033,500
	<b>Total Expenditures</b>	<b>2,981,623</b>	<b>2,981,623</b>	<b>1,298,143</b>	<b>0</b>	<b>4,279,766</b>		

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION James Green

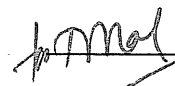
Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

By Board of County Commissioners  
At Meeting of 1/15/2019



1-4-19

Deputy Clerk to the  
Board of County Commissioners

Attachment 2